

CARLISLE PLANNING BOARD

MINUTES

JULY 8, 1991

Present:

Phyllis W. Hughes, Chairman  
Vivian F. Chaput  
George B. Foote  
Jill A. Natola  
Scott T. Evans  
Kenneth H. Ernstoff  
Paula M. Trebino  
Elaine H. Olden,  
Planner Assistant

Meeting called to order at 8:08 p.m.

Meeting with Attorney Judith Cutler and Dan Soyer, Kopelman and Paige

The Board met with Attorney Judith Cutler and Dan Soyer, Business Manager, from Kopelman and Paige, to discuss the legal service the Board would like to receive. After the meeting, the Board deferred discussion about it until after the public hearing scheduled for 8:30 p.m.

Continued public hearing on regulations changes

At 9:47 p.m., Chairman Hughes called to order a public hearing continued from June 10, 1991, on proposed revisions to the Board's subdivision regulations and common driveway special permit regulations and proposed new conservation cluster special permit regulations. On motion by Mr. Foote seconded by Ms. Natola, Mr. Foote, Ms. Natola, Ms. Hughes and Ms. Chaput voted to approve these regulations as presented under a July 8, 1991, date. The other members abstained from voting because they had not been members of the Board when the public hearing on these regulations began.

Chairman Hughes closed the public hearing at 9:52 p.m.

Discussion of meeting with Kopelman and Paige representatives

After discussing the meeting with Attorney Cutler and Mr. Soyer, the members voted two motions and instructed the Planner Assistant to write letters to the Selectmen and to Attorney Lane, Attorney Cutler, and Mr. Soyer at Kopelman and Paige as follows:

On motion by Mr. Ernstoff seconded by Ms. Trebino, the members voted unanimously (1) to request the Selectmen to exempt the Planning Board's requests for legal assistance the cost for which

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will be reimbursed by the applicant from the requirement that all requests to Town Counsel be pre-approved by the Selectmen's office and (2) to request that Kopelman and Paige provide the Planning Board with a separate itemized accounting of services rendered to the Planning Board. On motion by Ms. Trebino seconded by Mr. Ernstoff, the members voted unanimously to write to Kopelman and Paige as follows: (1) the Board appreciated the willingness of Attorney Cutler and Mr. Soyer to meet with the Board, their receptiveness to the Board's needs, and their suggestions. (2) The Board would like to try some of the suggestions to see how well they work to meet the Board's needs. (3) These suggestions as amplified by the Board include (a) addressing requests directly to Attorney Cutler; (b) response from Attorney Cutler within 24 hours acknowledging receipt of the request, clarifying any questions about the request, and informing the Planner Assistant who will be working on the request; (c) requested assistance within seven working days with the understanding that a letter faxed just hours before the Board's meeting is not acceptable because the response must be sent out with the members' packets several days before the meeting; (d) possible workshops provided without charge at Board meetings on the following topics: what to look for in documents provided by applicants; how to give a conservation restriction effectively; options for road ownership; the legally-defensible basis for zoning, especially with regard to the Master Plan.

Minutes

On motion by Ms. Natola seconded by Mr. Evans, Ms. Natola, Mr. Evans, Ms. Hughes, Ms. Chaput, and Mr. Foote voted to accept the minutes of the February 26, 1991, meeting with a correction of the of the joint meeting conclusion time from 8:37 p.m. to 7:37 p.m. On motion by Ms. Trebino seconded by Mr. Evans the members voted unanimously to accept the minutes of the June 10, 1991, meeting with the correction of the phrase in the Ice Pond Road extension request section from "second meeting in September" to "first meeting in September."

Bills

The members authorized payment of bills as presented.

Proposed contract for services from LandTech, Inc.

During discussion of a contract submitted by LandTech, Inc., for engineering services to the Board, the members identified two problems in the General Policies and Conditions: (1) #4 should be replaced with a provision that field notes and data are instruments of services to be retained by the firm and all final

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documents and reports are to be the property of the Town of Carlisle; (2) #6 is to be revised to conform to the Town's payment practices, including eliminating the charging of interest. On motion by Ms. Chaput seconded by Mr. Ernstoff, the members voted unanimously to authorize Mr. Foote of the engineering subcommittee to negotiate this items with LandTech and to execute the contract if LandTech agrees to the changes, and failing agreement and execution, to authorize the engineering subcommittee to engage an alternate firm to provide the services which the Board needs in the near future.

Planner Assistant services

On motion by Mr. Foote seconded by Ms. Trebino, the members voted unanimously to authorize \$14.20 as the rate of payment for Elaine Olden's services as Planner Assistant for FY92. On motion by Mr. Foote seconded by Ms. Natola, the members voted unanimously to authorize Chairman Hughes to execute the routine contract letter for Mrs. Olden's services for FY92.

Use of the Board's information resources

Chairman Hughes requested members to familiarize themselves with the resource materials in the Board's bookcase and said that the Planner Assistant will provide an updated list of all the materials to aid the members in selecting which resources they wish to read.

Approval Not Required Plan -

On motion by Mr. Foote seconded by Ms. Chaput, the members voted unanimously to endorse a plan entitled "Plan of Land in Carlisle, Mass. (Middlesex County) For: Lewis," dated June 4, 1991, by Stamski and McNary, Inc. "Approval Under the Subdivision Control Law Not Required."

Extension of approval for Cranberry Hill Lane

On motion by Mr. Foote seconded by Mr. Evans, the members voted unanimously to extend until December 31, 1991, approval of a definitive subdivision plan entitled "Cranberry Hill Lane, Carlisle, MA" for: Moschini, designed by Stamski and McNary, Inc., Sheets 1-8, dated September 23, 1988, Revised October 21, 1988; December 9, 1988; December 21, 1988; January 4, 1989; January 19, 1989, February 2, 1989; February 6, 1989, and February 27, 1989 (the "Plan") subject to (1) the same waivers and conditions as the original Approval and (2) the condition that the outstanding unpaid expenses be paid.

On Ms. Chaput's recommendation, the Board asked the Planner

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Assistant to ask the inspecting engineer to look at the hole on the right at the entrance to the road and to familiarize himself with the project in its entirety and provide the Board with any feedback which he thinks is appropriate, including areas where erosion protection has begun to fail.

Meeting adjourned at 11:00 p.m.

Respectfully submitted,

Elaine H. Olden  
Planner Assistant